



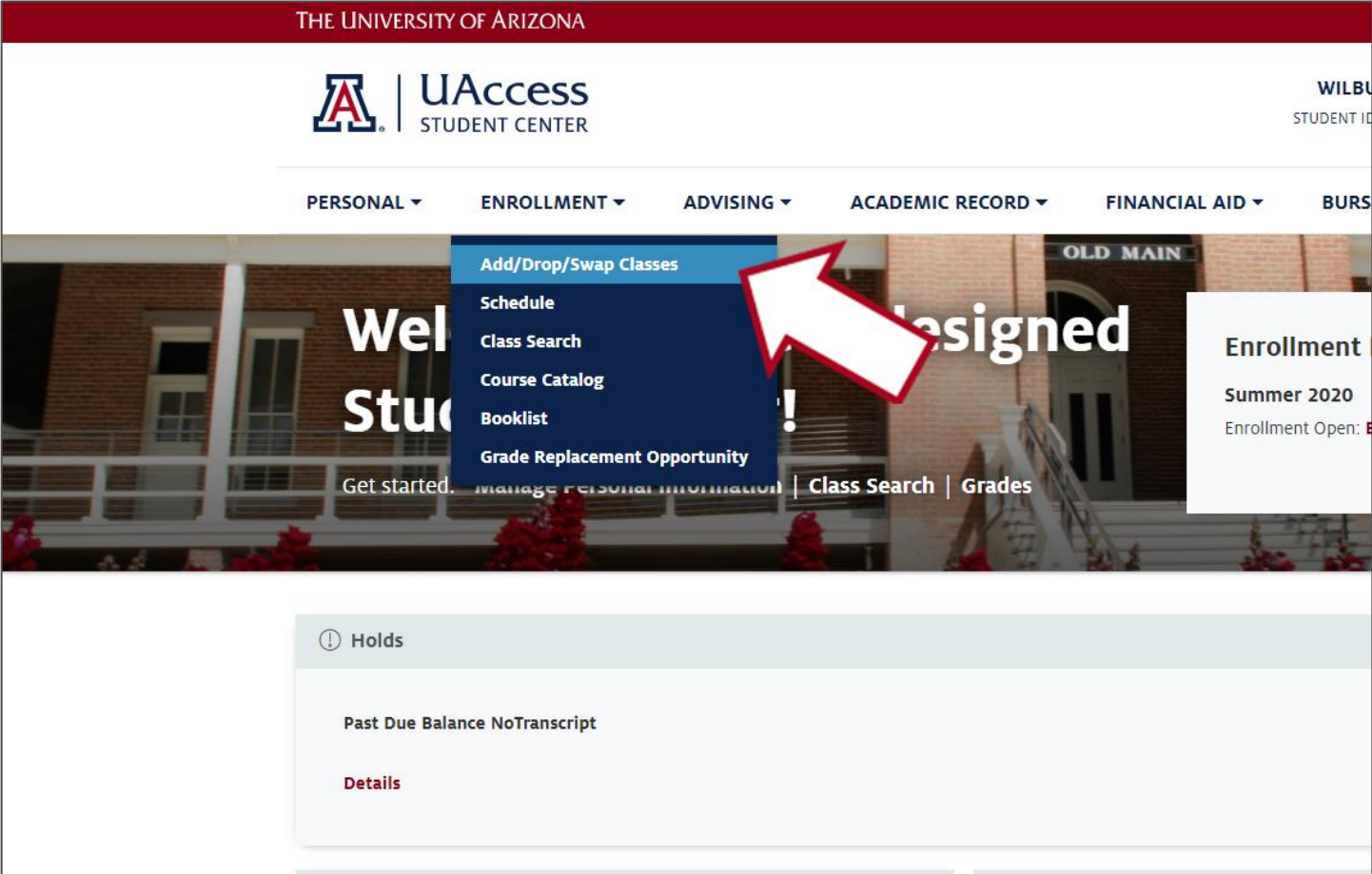
Office of the Registrar

Add a Class

How to add a class to your schedule

Step 1

Add a Class




Click on **Add/Drop/Swap Class** from the **Enrollment** menu


PERSONAL ▾ ENROLLMENT ▾ ADVISING ▾ ACADEMIC RECORD ▾ FINANCIAL AID ▾ BURSAR A

Add/Drop/Swap Classes

Select a term to proceed



Spring 2020
Undergraduate
The University of Arizona




Summer 2020
Undergraduate
The University of Arizona



Choose the term you would like to add classes to

Summer 2020 Shopping Cart - Undergraduate CHANGE TERM

Select your classes and enroll. ADD A CLASS


Your enrollment shopping cart is empty.

Find a Class to Add

Subject **Class** **Class Search** **Advisement Report**

Enter Subject* Enter Catalog Number* FIND



If you know the exact class you would like to enroll in, enter the subject and catalog number in the given boxes

Step 4

Add a Class

Summer 2020 Shopping Cart - Undergraduate

Change Term

Select your classes and enroll.

Add a Class

Your enrollment shopping cart is empty.

Find a Class to Add

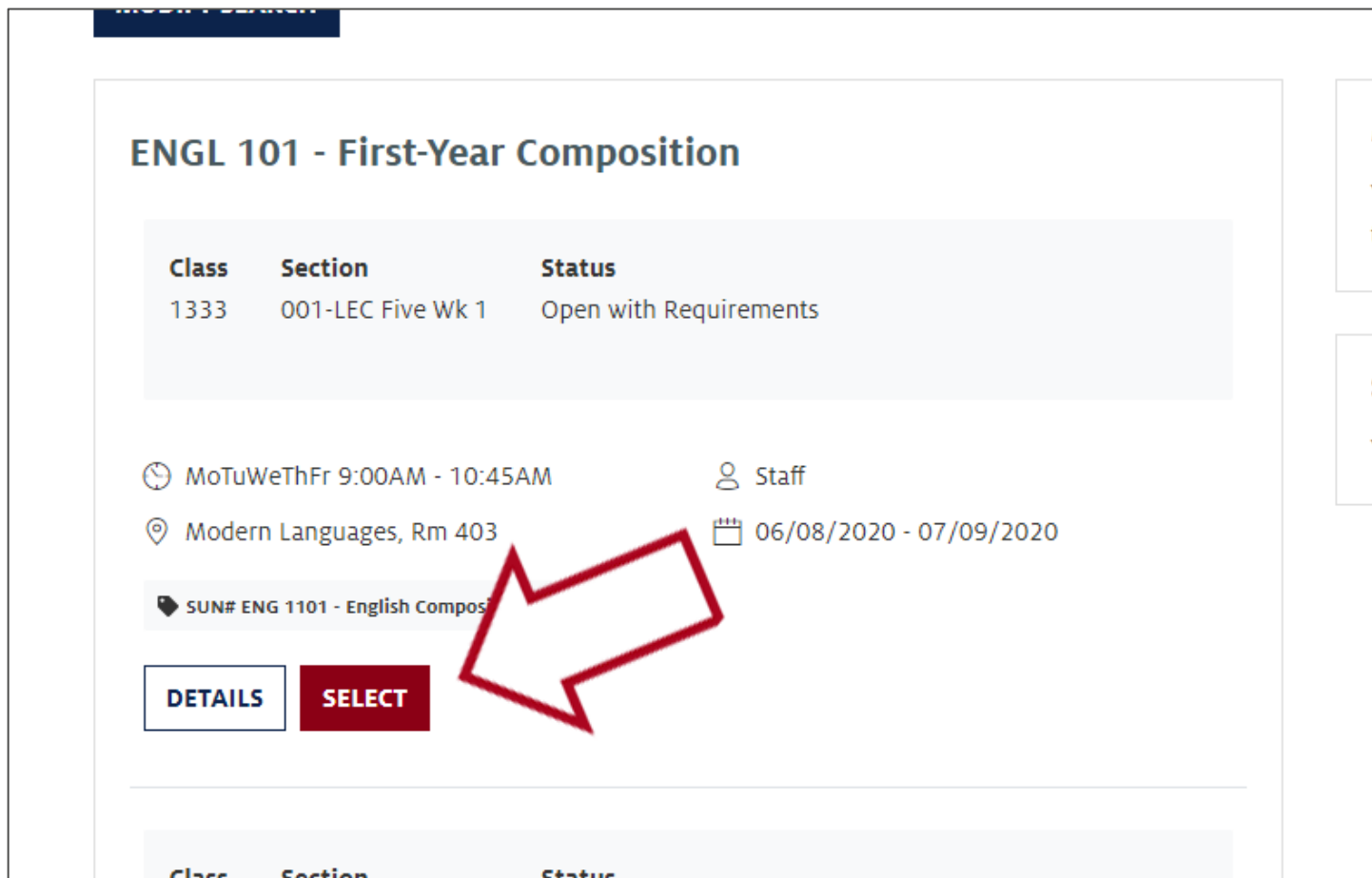
Subject **Class Number** Class Search [↗](#) Advisement Report [↗](#)

Enter Class Nbr *



If you would like to use the exact class number, click on the **Class Number** tab and enter the class number in the box provided

You may also search using the full **Class Search** or your **Advisement Report**



ENGL 101 - First-Year Composition

Class	Section	Status
1333	001-LEC Five Wk 1	Open with Requirements

🕒 MoTuWeThFr 9:00AM - 10:45AM 👤 Staff

📍 Modern Languages, Rm 403 📅 06/08/2020 - 07/09/2020

📁 SUN# ENG 1101 - English Compos

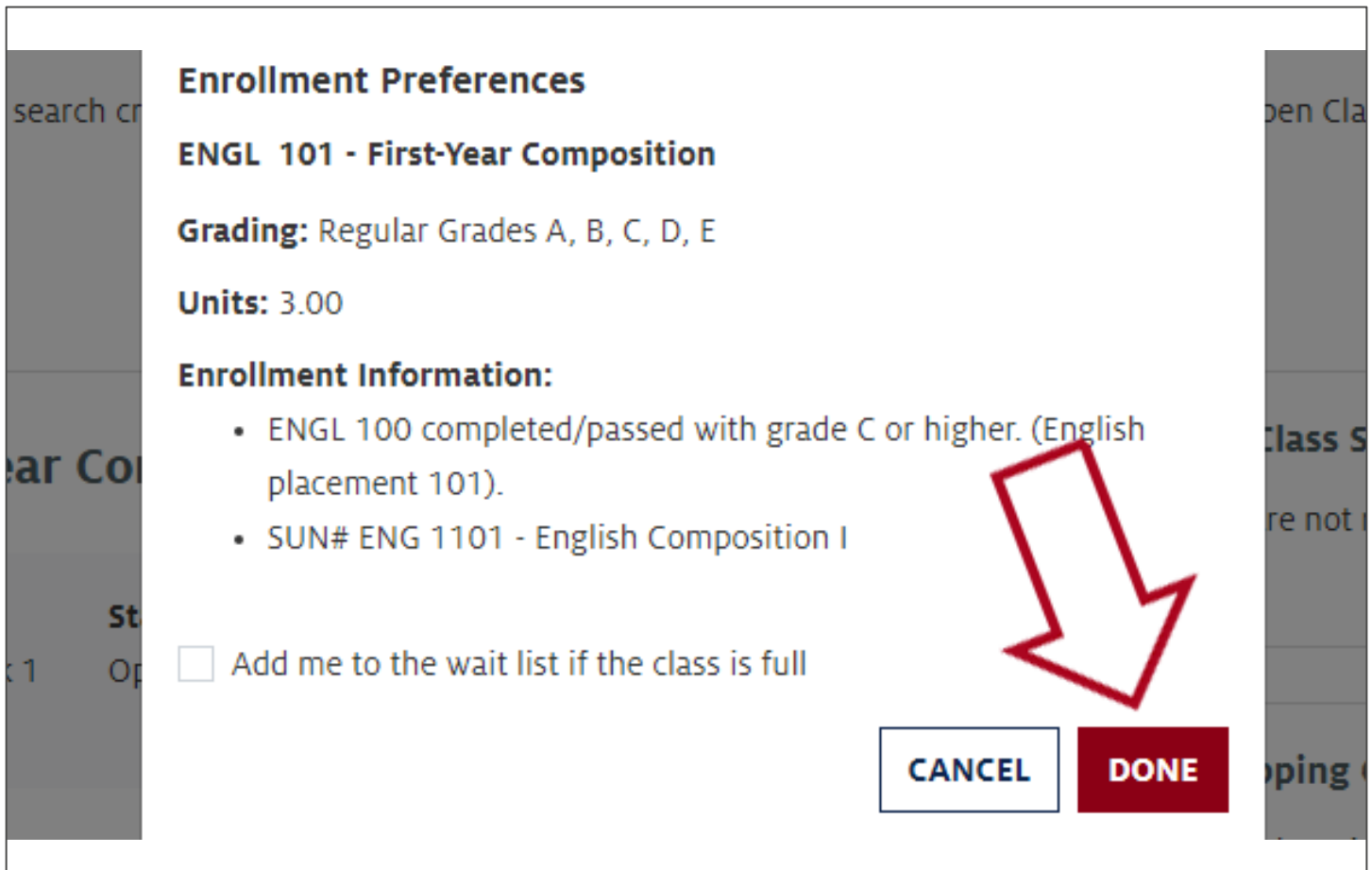
[DETAILS](#) [SELECT](#)

Class	Section	Status
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Once you find the class you would like to enroll in, you can view more information about that course by clicking the **Details** button

Click **Select** to add the course to your cart



Enrollment Preferences

ENGL 101 - First-Year Composition

Grading: Regular Grades A, B, C, D, E

Units: 3.00

Enrollment Information:

- ENGL 100 completed/passed with grade C or higher. (English placement 101).
- SUN# ENG 1101 - English Composition I

Add me to the wait list if the class is full

CANCEL **DONE**



Review the Enrollment Preferences presented. Choose your preferences.


Select **Add me to the wait list if the class is full** if you wish to be added to the wait list

Once complete, select **Done** to add the course to your shopping cart

- If the class offers variable units or different grading basis options, these will be available to select in this step. These can be edited later using **Edit Enrollment Options** in the Enrollment Menu

Select your classes and enroll. **ADD A CLASS**

ENGL 101 has been added to your Shopping Cart. ✕

Open w/
Req

ENGL 101-001 (1333) ⓘ

⊗ **You may not be able to select this class** [More Details](#)

Room: Modern Languages, Rm 403
Days/Time: TuThFr 9:00AM - 10:45AM
Units:
Instructor:

SELECTREMOVE

ENROLL

Find a Class to Add

Subject**Class Number****Class Search** [↗](#)**Advisement Report** [↗](#)

Enter Subject*Enter Catalog Number*



Review warnings about eligibility once the course is in your shopping cart by clicking on **More Details**

To complete enrollment for the courses added to your shopping cart, Click **Select** for each course you wish to enroll in

Step 8

Add a Class

asses and enroll.

ADD A CLASS

has been added to your Shopping Cart. ×

ENGL 101-001 (1333) ⓘ

⊗ You may not be able to select this class [More Details](#)

Room: Modern Languages, Rm 403
Days/Times: MoTuWeThFr 9:00AM - 10:45AM
Units: 3.00
Instructor: Staff

✓ SELECTED REMOVE

ENROLL IN 1 CLASS

Add

[Class Number](#) [Class Search](#) [Advisement Report](#)



Click **Enroll in # Class**

Cart - Undergraduate

Confirm Enrollment

You are about to enroll in the following classes:

ENGL 101-001 (1333): First-Year Composition (Lectur

CANCEL **CONFIRM**

(1333)

le to select this class [More Details](#)



Click **Confirm** to continue or **Cancel** to go back to your shopping cart

ENGL 101



Error: Unable to add this class - prerequisites have not been met. ENGL 100 completed/passed with grade C or higher. (English placement 101).



You will receive success and error messages upon clicking enroll for your selected courses



Office of the Registrar

**We hope you found
this tutorial helpful!**

If you need additional support,
please contact us at:

reghelp@arizona.edu

521-621-3113

For more information, visit our website:

<https://www.registrar.arizona.edu/students>